

8 DEC 1981

MEMORANDUM FOR THE RECORD

SUBJECT: Telephone Conversation with Tom Graves, Design &
Construction Division, National Capital Region, GSA

1. In response to questions from [] OL/BPS, concerning General Services Administration's (GSA) procurement procedures on A-E contracts, Mr. Graves offered the following information.

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a. The GSA Regional Administrator makes the final decision on A-E selection based upon recommendations of the GSA Selection Panel.

b. Federal Procurement Regulations require that negotiated contracts have a "level of effort" Government estimate and not be based on a percentage factor of the estimated cost. The percentage factor may be used, however, for comparison purposes.

c. The negotiated fee for A-E contracts can be amended only if the scope of work is modified.

2. Mr. Graves will forward a copy of a GSA Request for Proposal for A-E design services for a project that is similar in size to the Agency's new building project.

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Building Planning Staff, OL

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